



Housing Opportunities for Persons with AIDS (HOPWA) Program

Consolidated Annual Performance and Evaluation Report (CAPER**) Measuring Performance Outcomes**

Revised 1/22/15

OMB Number 2506-0133 (Expiration Date: 12/31/2017)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department's standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial

Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran's Information, and Children's Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

Final Assembly of Report. After the entire report is assembled, please number each page sequentially.

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

Record Keeping. Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	1
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	1
5.	Adjustment for duplication (subtract)	1
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	1

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

Beneficiary(ies): All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

Chronically Homeless Person: An individual or family who : (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2)) This does not include doubled-up or overcrowding situations.

Disabling Condition: Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Facility-Based Housing Assistance: All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

Faith-Based Organization: Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered

“grassroots.”

HOPWA Eligible Individual: The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered “Head of Household.” When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

HOPWA Housing Information Services: Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability.

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

Household: A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

In-kind Leveraged Resources: These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.

Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See *the Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide* for additional reference.

Master Leasing: Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

Output: The number of units of housing or households that receive HOPWA assistance during the operating year.

Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

Project-Based Rental Assistance (PBRA): A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor or Subrecipient. Assistance is tied directly to the properties and is not portable or transferable.

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance: A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

Stewardship Units: Units developed with HOPWA, where HOPWA funds were used for acquisition, new construction and rehabilitation that no longer receive operating subsidies from HOPWA. Report information for the units is subject to the three-year use agreement if rehabilitation is non-substantial and to the ten-year use agreement if rehabilitation is substantial.

Subrecipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

Tenant-Based Rental Assistance (TBRA): TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definition section for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A. Do not leave any section blank.

1. Grantee Information

HUD Grant Number MO – H14-F002		Operating Year for this report From (mm/dd/yy) 01/01/2014 To (mm/dd/yy) 12/31/2014		
Grantee Name City of St. Louis, Department of Health, Communicable Disease – Grants Administration				
Business Address	1520 Market Street, Rom 4027			
City, County, State, Zip	Saint Louis	Saint Louis City	MO	63103
Employer Identification Number (EIN) or Tax Identification Number (TIN)	436003231			
DUN & Bradstreet Number (DUNs):	135747843	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:		
Congressional District of Grantee's Business Address	1 st Congressional District of Missouri			
*Congressional District of Primary Service Area(s)	N/A			
*City(ies) and County(ies) of Primary Service Area(s)	Cities: N/A		Counties: N/A	
Organization's Website Address www.stlouis-mo.gov	Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.			

* Service delivery area information only needed for program activities being directly carried out by the grantee.

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Project Sponsor Agency Name Peter & Paul Community Services, Inc.		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Kevin Born, Director of Operations		
Email Address	kpborn@ppcsinc.org		
Business Address	2612 Wyoming Street		
City, County, State, Zip,	St. Louis, St. Louis City, Missouri, 63118		
Phone Number (with area code)	(314) 588-7111	(314) 621-8336	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	43-1349643	Fax Number (with area code) (314) 621-9875	
DUN & Bradstreet Number (DUNs):	194124103		
Congressional District of Project Sponsor's Business Address	1		
Congressional District(s) of Primary Service Area(s)	1		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: St. Louis City	Counties: St. Louis City	
Total HOPWA contract amount for this Organization for the operating year	\$291,707		
Organization's Website Address	www.ppcsinc.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Doorways		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Brenda Malone, Program Manager		
Email Address	bmalone@doorwayhousing.org		
Business Address	4385 Maryland Avenue		
City, County, State, Zip,	St. Louis, St. Louis City, Missouri, 63108		
Phone Number (with area code)	(314) 535-1919		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	43148279	Fax Number (with area code) (314) 535-0909	
DUN & Bradstreet Number (DUNs):	8090044831		
Congressional District of Project Sponsor's Business Address	1 st Congressional District of Missouri		
Congressional District(s) of Primary Service Area(s)	1 st , 2 nd and 3 rd Congressional Districts of Missouri		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: St. Louis City	Counties: St. Louis City, St. Louis County, St. Charles, Franklin, Jefferson, Washington and Warren counties in Missouri; and Bond, Calhoun, Clinton, Jersey, Macoupin, Madison, Monroe, and St. Clair in Illinois	
Total HOPWA contract amount for this Organization for the operating year	\$1,062,964		
Organization's Website Address	www.doorwayhousing.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Subrecipient Name	N/A			Parent Company Name, if applicable	
Name and Title of Contact at Subrecipient					
Email Address					
Business Address					
City, State, Zip, County					
Phone Number (with area code)				Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)					
DUN & Bradstreet Number (DUNs):					
North American Industry Classification System (NAICS) Code					
Congressional District of Subrecipient's Business Address					
Congressional District of Primary Service Area					
City (ies) <u>and</u> County (ies) of Primary Service Area(s)	Cities:			Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year					

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name				Parent Company Name, if applicable
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency				
Email Address				
Business Address				
City, County, State, Zip				
Phone Number (include area code)			Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address				
Congressional District(s) of Primary Service Area				
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. **Note:** Text fields are expandable.

City of St. Louis EMSA
St. Louis City Department of Health
Communicable Disease Bureau – Grants Administration
Maggie Hourd-Bryant, Grant Administrator
Tory Johnson, Contract Compliance Officer

The City of St. Louis is the recipient of Housing Opportunities for Persons Living with AIDS (HOPWA) funds for the St. Louis EMSA. Formula funds are awarded to the Community Development Agency within the City of St. Louis and administered by the Grants Administration section within the Department of Health. The Grants Administrator, Maggie Hourd-Bryant, is the main contact for the HOPWA program. The St. Louis EMSA is a bi-jurisdictional region that straddles Missouri and Illinois. The EMSA consists of seven counties in Missouri (St. Louis City, St. Louis County, St. Charles, Franklin, Jefferson, Washington, and Warren) and eight counties in Illinois (Clinton, Jersey, Madison, Monroe, Bond, Calhoun, Macoupin, and St. Clair).

The St. Louis Eligible Metropolitan Statistical Area (EMSA) contracted with two project sponsors to provide a variety of housing services including facility-based housing, short-term rent, mortgage and utility assistance, tenant based housing assistance, housing information, and case management. The goal was to maintain or increase the number of households receiving housing assistance between January 1, 2013 and December 31, 2013. Are targets were as follows:

Table 1: Program Year 5 Targets/Actual

	STRMU	TBRA	Facility Based TH	Housing Information	Support Services (case management)
Target	110	168	40	900	208
Actual	188	128	43	186	1413
STRMU = Short Term Assistance TBRA = Long Term Assistance TH = Transitional Housing					

As shown in table 1 above, the St. Louis EMSA HOPWA PY5 program exceeded the PY4 targets for STRMU, Facility Based Transitional Housing, and Support Services; while TBRA and Housing Information services were underrepresented. We were able to increase funding for shorter term housing solutions through the refund received by the region due to savings in ambulatory outpatient care as a result of client enrollment in the Affordable Care Act benefits. TBRA, however, requires a longer commitment of funds and increased funding each year to sustain clients presently receiving the services and to increase the number of families receiving TBRA. Funding did not permit these increases. Client need for more case management and support services where housing information is included, resulted in decreases in providing housing information alone.

The project sponsors and a description of the range of their respective services are as follows:

Doorways: Founded in 1988, is the primary provider of housing services to low-income people living with HIV disease throughout the St. Louis Metropolitan region. The organization's programs are directly available to clients in seven different counties in Missouri and another eight in Illinois, covering the entire regional EMSA. Through its Outstate component, Doorways serves as fiscal agent and provides technical support to local housing providers who serve people living with HIV/AIDS in 62 additional Missouri counties and another 55 counties in central and southern Illinois.

Over its 25+-year history, Doorways has developed a comprehensive system of housing solutions designed to meet the varied needs of people living with HIV/AIDS. To accomplish this, the organization has utilized a broad range of federally-funded housing programs, including the Section 811 program for persons with disabilities, the Permanent Supportive Housing Program for disabled homeless persons, and programs based largely on the provision of scattered-site assistance, including the Housing Opportunities for People with AIDS (HOPWA) program and Ryan White Treatment Modernization Act. In the process, Doorways has successfully leveraged millions of dollars in housing assistance from state and local housing organizations and private philanthropic funds.

From January 1, 2014 – December 31, 2014, Doorways serves 314 families through three core programs that include:

- ***The Own Home Program*** helps individuals and families living with HIV/AIDS find and maintain affordable housing without threat of homelessness or interruption to essential utilities. The program provides nearly \$2 million per year in rent, mortgage, utility, and move-in subsidies on behalf of people who are homeless or would otherwise become homeless. Payments are made directly to property owners and utility companies. In addition, Doorways' Case Managers inspect units for safety and suitability, maintain lists of approved and affordable units, work with clients to develop stable housing plans, help clients with budgeting and habits of good tenancy and advocate for clients with landlords and utility companies. Program operations are supervised by Brenda Malone, Own Home Program Manager, who is the primary contact for the HOPWA-funded program.
- ***The Residential Program*** currently operates seven apartment buildings in St. Louis City with a combined 103 units, managed by Doorways for people living with HIV/AIDS. The Residential Program is designed for individuals and families who are capable of independent living but whose financial and health issues limit their ability to pay fair market rent. Most residents have household incomes at or below 20% of the area median income and pay no more than 30% of their income for rent and utilities. In addition to these Doorways-owned units, the Residential Program also includes *Jumpstart*, an 18-unit scattered-site permanent supportive housing program for single, disabled parents with HIV/AIDS.

Doorways' family residential complex offers 29 lead-free units specifically designed to meet the needs of families affected by HIV/AIDS. Two buildings, *Mama Nyumba* (Swahili for "my mother's house") and *Kaya Malaika* (Swahili for "village of little angels") provide safe, affordable housing for low-income families who would otherwise be inadequately housed or homeless. It is the only facility of its kind in Missouri and one of the few in the nation. Doorways' latest 811 building, Partridge Place, is located in Walnut Park, an area of the city with a rate of HIV infection that is more than twice the rate for the city as a whole. In addition to serving this currently underserved population, Partridge Place, like all of Doorways' buildings, compliments and contributes to neighborhood plans for revitalization and growth.

Doorways Supportive Housing Facility (Doorways) provides housing for people with AIDS who cannot live without assistance, and who would otherwise be homeless or unnecessarily hospitalized. Located in St. Louis' Central West End, the fully accessible three-story building offers 36 private rooms with baths, 24-hour supervision and nursing care, a dining room, commercial kitchen, numerous social and recreational areas, and administrative offices. Doorways is licensed by the State of Missouri as a residential care facility and is also licensed by the State Department of Mental Health.

Among Doorways staff are registered nurses who work with physicians to establish treatment plans, oversee complicated medical protocols, monitor dementia and other neural disorders, and perform clinical assessments, blood transfusions, IV infusion therapies, laboratory and Pentadimine treatments. Social services are available through two full time Social Workers. In addition, a full-time activities/volunteer coordinator organizes internal programs, external field trips, and pastoral care. Transportation to physicians is available, and clients have access to a nutritionally sound meals program on site.

Doorways maintains two waiting lists for services: one for the HOPWA-funded TBRA program and another for its Residential Program. There has been assistance from the HOWPA Grantee to help project sponsor decrease the waiting list for TBRA, and the project sponsor expects to be able to move clients off of this list and be more self-sufficient, especially with the addition of an additional staff person, i.e. housing specialist. Clients on each list are selected for service on a first-come, first-served basis.

Currently, follow-up is conducted every four months for clients on the TBRA waiting list. This follow-up begins with a telephone survey. Clients who are not successfully contacted by telephone are contacted by mail. If no response to the mailed survey is received, each client's respective case manager is informed of the need to contact the client. If no response is received from either client or case manager in 30 days, the client is removed from the TBRA waiting list.

As TBRA surveys are completed, clients may also be removed from the list for any of the following reasons:

- Client is deceased or the case is frozen by the Case Manager
- Client is over-income for TBRA guidelines.
- Client is currently housed in Section 8, public housing, a Shelter Plus Care Program, or in any of Doorways' residential programs.
- Client is currently out of compliance on provisions related to the receipt of temporary rental assistance from Doorways.
- Client reports that he/she is no longer in need of assistance.

In Doorways' Residential Program, clients are contacted by mail at minimum once every six months and asked to update their eligibility information and to confirm that they are still in need of services.

Peter and Paul Community Services: Peter and Paul Community Services is an agency committed to providing housing and supportive services to persons who are homeless, especially those living with mental illness and HIV/AIDS. This agency utilizes HOPWA facility-based operating funds to support transitional housing activities within the agency. During the 2014 service year, Peter and Paul reported providing transitional housing services to 43 families in St. Louis City through the Positive Directions and Safe Haven transitional housing programs. Both programs are located in Garfield Commons. The Positive Directions transitional housing program is a 20-bed program that provides up to two years of transitional housing and a savings program assisting HIV-infected homeless individuals in setting goals, learning living skills and establishing a regular income and savings plan, with the goal of moving into independent living. These services are particularly targeted to individuals with multiple diagnoses of mental illness and/or substance abuse along with HIV infection. The goal of Positive Directions is to promote the improved physical and mental health of clients, help clients secure and sustain permanent, independent housing, and to avoid both a need for return to the streets or re-hospitalization. Safe Haven provides permanent one-bedroom apartments to 25 chronically homeless adults. The transitional programs includes the following components and benchmarks:

- Within seven days of admission, clients complete HOPWA Housing Plans and Individual Treatment and Rehabilitation Plans. Clients also complete quarterly reviews and annual reviews to clearly document progress.
- Within 60 days of admission, clients access primary medical care. Staff ensure that visits are scheduled and kept, accompanying all clients with histories of medical non-compliance for any reason. Additionally, all follow-up appointments are tracked and missed appointments are promptly rescheduled. The program nurse tracks these results in client charts. Consult sheets for all healthcare appointments are maintained in client charts.
- Throughout their stay in the program, clients receive case management services and are connected with other community resources to reduce substance use, become and remain medication adherent, improve CD4 and viral load counts, and seek employment, training, and/or education.

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

1. Outputs Reported. Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

Table 2: Services and Expenditures PY5

Project Sponsor	Total Budget	Leverage d Funds	% of Award	Total Clients Served	EXPENDITURES AS OF DECEMBER 31, 2014							
					STRMU	Expen	TBRA	Expen	HSG FAC	Expen	Hsg. Info	Expen
DOORWAY S	\$1,034,010.00	\$287,337	27%	316	188	\$80,031.92	128	\$562,353.91			186	\$71,131.69
PETER & PAUL	\$469,399.75	\$119,596	41%	43					43	\$140,941.32	\$0.00	
	Case Management			Administration				Adm. Rate				
DOORWAY S	\$164,524.81			\$62,284.64				6%				
PETER & PAUL	\$153,911.61			\$20,635.21				4%				

Table 2 above shows services and expenditures for the St. Louis EMSA. The St. Louis EMSA HOPWA PY5 program exceeded the targets for STRMU, Facility Based Transitional Housing, and Support Services; while TBRA and Housing Information services were underrepresented. We were able to increase funding for shorter term housing solutions through the refund received by the region due to savings in ambulatory outpatient care as a result of client enrollment in the Affordable Care Act benefits. TBRA, however, requires a longer commitment of funds and increased funding each year to sustain clients presently receiving the services and to increase the number of families receiving TBRA. Funding did not permit these increases.

Client need for more case management and support services where housing information is included, resulted in decreases in providing housing information alone.

Sponsor reported leveraged funding totaled \$1,095,259.00 or 73% of the HUD HOPWA award. In addition, administrative costs was 4% and 6% for Peter & Paul and Doorways, respectively. This amounts show that our region is providing high volume housing, case management and supportive services to HOPWA clients at a rate that generates almost \$.75 for every HOPWA dollar expended.

2. Outcomes Assessed. Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

The St. Louis EMSA HOPWA program served a total of 359 unduplicated households with housing assistance during Program Year 5. Flat budgets did not enable us to increase services at the projected rates; however, savings through the Affordable Care Act allowed some anticipated increases in temporary assistance programming. The shortfall in the number of clients receiving TBRA and facility-based housing assistance was due to longer average stays in the program compared to previous years. Longer stays were based on multiple factors, including high client acuities and a stagnant economy that made it difficult for clients to secure adequate income. For the next program year, case management staff working with both TBRA and transitional housing clients will continue to emphasize helping clients obtain income sources and learn good budgeting to increase self-sufficiency, as well as locating and building more partnerships to increase non-HOPWA funded permanent housing options to facilitate clients moving out of the program.

The St. Louis EMSA HOPWA program is designed to provide decent, safe, and affordable housing for low-income PLWH/A at varying stages of self sufficiency. The City of St. Louis Department of Health (DOH) recognizes the diverse housing assistance needs and mitigating factors that impede an individual's access to housing; which in turn may create a barrier to receiving medication and care. The EMSA's community-wide HIV/AIDS housing strategies include:

- Leveraging Ryan White Part A and Part B funding to support housing and housing support services;
- Working with local public housing initiatives to ensure universal access;
- Aligning HOPWA funds with other local and state funding including funding through the Missouri Housing Development Commission, the City of St. Louis Affordable Housing Trust, the Missouri Department of Economic Development Neighborhood Assistance Program (NAP) and other tax credit programs, the United Way funding, and with private philanthropic groups.
- Ensuring that HOPWA services are aligned with the St. Louis City and St. Louis County Continuum of Care to identify housing resources and funding for homeless and low-income individuals.

3. Coordination. Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

Doorways

Doorways works closely with each client's designated Ryan White Case Manager to coordinate the delivery of services and support linkage to other sources of services that will promote housing stability. In addition, the organization is an active participant in the Homeless Services Continuum of Care groups for both the City of St. Louis and St. Louis County, which enables Doorways to identify a broader array of housing and related resources available to the clients.

Doorways works directly with the City and County Continuum of Care (CoC) groups to identify housing resources for the clients through non-HOPWA programs. CoC meetings attended monthly include providers from homeless shelters, food pantries, and employment programs. Finally, the Own Home Program Manager collaborates routinely with Urban League and United Way staff to facilitate the flow of information about services, seminars and opportunities to case managers who also work directly with the clients served through HOPWA.

Doorways utilizes a broad range of federally-funded housing programs to meet the diverse housing needs of people living with HIV/AIDS. These include the Section 811 program for persons with disabilities and the Permanent Supportive Housing Program for disabled homeless persons. The organization also distributes housing funds made available through the Ryan White HIV/AIDS Treatment Extension Act of 2009, Part A. Support through these funding streams has enabled Doorways to

successfully leverage millions of dollars in housing assistance from the Missouri Housing Development Commission, the City of St. Louis Affordable Housing Commission as well as private philanthropic funds.

Peter and Paul Community Services

During Program Year 3, Peter and Paul Community Services enhanced collaboration with Ryan White program by gaining access to the client-level database, which allows direct referrals from Ryan White case managers into the HOPWA-funded facility-based transitional housing program.

Peter and Paul also leverages state funding to enhance its programs. The Missouri Housing Development Commission funded rent and utility assistance. The Missouri Division of Economic Development (Neighborhood Assistance Program), Covidien Healthcare, Express Scripts, the MAC AIDS Foundation and other smaller foundations funded supportive services for residents and alumni of Positive Directions housing.

The agency has developed positive, mutually beneficial relationships with the staff of Doorways, as well as other housing and social service agencies in the St. Louis area. In addition, Peter and Paul has developed a more structured program of helping clients with SSI or SSDI apply for HUD-funded Elderly and Disabled Housing sites, which can result in alternative independent housing options for clients who are ready to leave transitional housing, but require subsidies to do so.

Peter & Paul Community Services is also integrated in the City and County Homeless Services Continuum of Care (CoC) groups, and well connected with a variety of community service providers. Other agencies/persons providing services to Peter & Paul residents included Community Alternatives/Places for People, Food Outreach, New Hope Clinic, Doorways, Saint Louis Effort for AIDS, BJC Behavioral Health, Washington University Infectious Disease Clinic, the Center for Advanced Medicine, Project ARK (AIDS Resources & Knowledge), Health and Education for Youth, St. Patrick Center, Vocational Rehabilitation, St. Louis HELP, BASIC Drug and Alcohol Treatment Center, Southeast Missouri Community Treatment Program, Preferred Family Healthcare, Assisted Recovery Centers of America (ARCA), Bridgeway Behavioral Health, Dr. Mark Scheperle, Southampton Healthcare, Dr. David Parks, Dr. Denzel Jines, Dr. Timothy Case, Missouri Department of Probation and Parole, Mercy Neighborhood Ministries, Society of St. Vincent de Paul, Harris-Stowe University, Legal Services of Eastern Missouri, Missouri AIDS Task Force, and various hospitals, pharmacies, educational institutions, GED programs, St. Louis Agency on Training and Employment (SLATE), the Metropolitan Employment Training Center, MERS-Goodwill, and a variety of specialty healthcare providers (dialysis, physical therapy, chemotherapy, podiatry, gastroenterology, neurology and podiatry).

The St. Louis EMSA HOPWA program is designed to provide decent, safe, and affordable housing for low-income PLWH/A at varying stages of self sufficiency. The City of St. Louis Department of Health (DOH) recognizes the diverse housing assistance needs and mitigating factors that impede an individual's access to housing; which in turn may create a barrier to receiving medication and care. The EMSA's community-wide HIV/AIDS housing strategies include:

- Leveraging Ryan White Part A and Part B funding to support housing and housing support services;
- Working with local public housing initiatives to ensure universal access;
- Aligning HOPWA funds with other local and state funding including funding through the Missouri Housing Development Commission, the City of St. Louis Affordable Housing Trust, the Missouri Department of Economic Development Neighborhood Assistance Program (NAP) and other tax credit programs, the United Way funding, and with private philanthropic groups.
- Ensuring that HOPWA services are aligned with the St. Louis City and St. Louis County Continuum of Care to identify housing resources and funding for homeless and low-income individuals.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries.

Our most recent HUD site visit (May 2014) resulted in nine findings. One of the findings concerned the accuracy of information reported in the Annual Action Plan and CAPER; specifically information obtained from our project sponsors in their quarterly and year-end reports was inaccurate. As a remedy, the local field office has required the St. Louis EMSA to receive technical assistance and to provide technical assistance to our two project sponsors. We sought technical assistance to better understand the complexities of the Annual Action Plan and CAPER. The Technical Assistance will help us to provide more accurate reporting to HUD and appropriate and effective technical assistance to Project Sponsors.

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

N/A

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

N/A

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.

Note: In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	671
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	
a. Tenant-Based Rental Assistance (TBRA)	128
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	501
<ul style="list-style-type: none">• Assistance with rental costs• Assistance with mortgage payments• Assistance with utility costs.	
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	42

The Unmet Need estimate was the St. Louis City 2015 Consolidated Housing Plan and project sponsor reports. The project sponsor administering TBRA and STRMU funding in both the Missouri and Illinois parts of the EMSA is also a HOPWA competitive grantee. Unmet need estimates were obtained from the number of individuals on the TBRA waiting list and from Ryan White case manager referrals for housing services. Case managers are asked to enter referrals regardless of whether a service is available, which shows need. Estimates were derived from all referrals closed or denied based on funding availability, lack of housing capacity (facility-based only), and eligibility guideline related to caps for a specific service where the client did not achieve housing stability.

2. Recommended Data Sources for Assessing Unmet Need (check all sources used)

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
	= Data from client information provided in Homeless Management Information Systems (HMIS)
X	= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
	= Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars. In Column [1], identify the type of leveraging. Some common sources of leveraged funds have been provided as a reference point. You may add Rows as necessary to report all sources of leveraged funds. Include Resident Rent payments paid by clients directly to private landlords. Do NOT include rents paid directly to a HOPWA program as this will be reported in the next section. In Column [2] report the amount of leveraged funds expended during the operating year. Use Column [3] to provide some detail about the type of leveraged contribution (e.g., case management services or clothing donations). In Column [4], check the appropriate box to indicate whether the leveraged contribution was a housing subsidy assistance or another form of support.

Note: Be sure to report on the number of households supported with these leveraged funds in Part 3, Chart 1, Column d.

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance (Ryan White Part A & B)	\$530,000		<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: Missouri Housing Development Commission, Missouri Division of Economic Development (Neighborhood Assistance Program), City of St. Louis Affordable Housing Commission	\$234,432	Funds	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants	\$75,500	Food/Utilities/Supplies/Client Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$35,000	Personnel	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash	\$62,000	Funds	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support

Resident Rent Payments by Client to Private Landlord			
TOTAL (Sum of all Rows)	\$936,932		

2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

Note: Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).

A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	
2.	Resident Rent Payments made directly to HOPWA Program	17,847.93
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	17,847.93

B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	17,847.93
3.	Total Program Income Expended (Sum of Rows 1 and 2)	17,847.93

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.

1. HOPWA Performance Planned Goal and Actual Outputs

	HOPWA Performance Planned Goal and Actual	[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
	HOPWA Housing Subsidy Assistance	[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	168	128			\$554,217	\$562,353.91
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)	40	43			\$100,883	\$140,941.32
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	110	188			\$82,200	\$80,321.92
5.	Permanent Housing Placement Services						
6.	Adjustments for duplication (subtract)		<2>				
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	318	357			\$737,300	\$783,617.15
	Housing Development (Construction and Stewardship of facility based housing)	[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
	Supportive Services	[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	208	1,413			\$144,430	\$247,304.73
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.						
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	208	1,413			\$144,430	\$247,304.73
	Housing Information Services	[1] Output Households				[2] Output: Funding	
14.	Housing Information Services	900	186			\$112,758	\$71,131.69
15.	Total Housing Information Services	900	186			\$112,758	\$71,131.69

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$33,070	\$0.00
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$74,849	\$82,919.85
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					\$107,919	\$82,919.85
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					\$1,102,357	\$1,184,973.42

2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

Data check: Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	1,413	\$318,436.42
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	1,413	
16.	Adjustment for Duplication (subtract)		
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	1,413	\$318,436.42

3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

Data Check: The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

Data Check: The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households Served</u>	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	188	\$80,031.92
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	9	\$14,852.51
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	3	\$1,304.01
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	86	\$37,082.00
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	10	\$8,772.79
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	80	\$18020.61
g.	Direct program delivery costs (e.g., program operations staff time)		\$0.00

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

Data Check: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].

Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	128	98	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	21	Stable/Permanent Housing (PH)
			4 Other HOPWA	0	
			5 Other Subsidy	5	
			6 Institution	0	
			7 Jail/Prison	1	Unstable Arrangements
			8 Disconnected/Unknown	0	
			9 Death	3	Life Event
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing		Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/Unknown		
			9 Death		Life Event

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	43	14	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	10	Temporarily Stable with Reduced Risk of Homelessness
			3 Private Housing	9	Stable/Permanent Housing (PH)
			4 Other HOPWA	1	
			5 Other Subsidy	9	
			6 Institution	0	
			7 Jail/Prison	0	Unstable Arrangements
			8 Disconnected/unknown	0	
			9 Death	0	Life Event

B1:Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	0
--	---

Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)

Report the total number of households that received STRMU assistance in Column [1].

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient's best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

Data Check: The sum of Column [2] should equal the number of households reported in Column [1].

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	30	Stable/Permanent Housing (PH)
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)	0	
	Other HOPWA Housing Subsidy Assistance	0	
	Other Housing Subsidy (PH)	0	
	Institution (e.g. residential and long-term care)	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	158	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	0	
	Temporary/Non-Permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	0	
	Emergency Shelter/street	0	Unstable Arrangements
	Jail/Prison	0	
	Disconnected	0	
	Death	0	Life Event
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			27
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			9

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

Note: These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	359
b. Case Management	1,413
c. Adjustment for duplication (subtraction)	316
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	1,456
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: For information on types and sources of income and medical insurance/assistance, refer to Charts below.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	1,413		Support for Stable Housing
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	1,413		Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	1,413		Access to Health Care
4. Accessed and maintained medical insurance/assistance	1,413		Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	1,413		Sources of Income

Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children's Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance
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Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • Earned Income • Veteran's Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI) 	<ul style="list-style-type: none"> • Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran's Disability Payment • Retirement Income from Social Security • Worker's Compensation 	<ul style="list-style-type: none"> • General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources
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1c. Households that Obtained Employment

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.

Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.

Categories of Services Accessed	[1 For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	20	0

End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes (optional)

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

Permanent Housing Subsidy Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6)	Temporary Housing (2)	Unstable Arrangements (1+7+8)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)				
Permanent Facility-based Housing Assistance/Units				
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance				
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)				
Total HOPWA Housing Subsidy Assistance				

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.

4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.

5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).

6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

Temporary Housing

2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

Unstable Arrangements

1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).

7 = Jail /prison.

8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

Life Event

9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

Tenant-based Rental Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Permanent Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Transitional/Short-Term Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Tenure Assessment. A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

STRMU Assistance: Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements. Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

End of PART 5

PART 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

Note: See definition of *Stewardship Units*.

1. General information

HUD Grant Number(s)	Operating Year for this report <i>From (mm/dd/yy) To (mm/dd/yy)</i> <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name	Date Facility Began Operations (mm/dd/yy)

2. Number of Units and Non-HOPWA Expenditures

Facility Name:	Number of Stewardship Units Developed with HOPWA funds	Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year
Total Stewardship Units (subject to 3- or 10- year use periods)		

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program)	Contact Phone (with area code)

End of PART 6

Part 7: Summary Overview of Grant Activities**A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)**

Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	357

Chart b. Prior Living Situation

In Chart b., report the prior living situations for all Eligible Individuals reported in Chart a. In Row 1, report the total number of individuals who continued to receive HOPWA housing subsidy assistance from the prior operating year into this operating year. In Rows 2 through 17, indicate the prior living arrangements for all new HOPWA housing subsidy assistance recipients during the operating year.

Data Check: The total number of eligible individuals served in Row 18 equals the total number of individuals served through housing subsidy assistance reported in Chart a. above.

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	17
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	3
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	12
4.	Transitional housing for homeless persons	0
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	15
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	1
7.	Psychiatric hospital or other psychiatric facility	1
8.	Substance abuse treatment facility or detox center	1
9.	Hospital (non-psychiatric facility)	0
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	0
13.	House you own	0
14.	Staying or living in someone else's (family and friends) room, apartment, or house	7
15.	Hotel or motel paid for without emergency shelter voucher	0
16.	Other	0
17.	Don't Know or Refused	0
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	357

c. Homeless Individual Summary

In Chart c., indicate the number of eligible individuals reported in Chart b., Row 5 as homeless who also are homeless Veterans and/or meet the definition for Chronically Homeless (See Definition section of CAPER). The totals in Chart c. do not need to equal the total in Chart b., Row 5.

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	3	26

Section 2. Beneficiaries

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (*as reported in Part 7A, Section 1, Chart a.*), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

Data Check: The sum of each of the Charts b. & c. on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a., Row 4 below.

a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	43
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	5
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	210
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	572

b. Age and Gender

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	35	6	1	0	42
3.	31 to 50 years	144	65	5	0	214
4.	51 years and Older	77	23	0	0	100
5.	Subtotal (Sum of Rows 1-4)	257	94	6	0	357
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	60	63	0	0	0
7.	18 to 30 years	24	25	0	0	0
8.	31 to 50 years	9	14	0	0	0
9.	51 years and Older	10	10	0	0	0
10.	Subtotal (Sum of Rows 6-9)	103	112	0	0	0
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	360	206	6	0	572

c. Race and Ethnicity*

In Chart c., indicate the Race and Ethnicity of all beneficiaries receiving HOPWA Housing Subsidy Assistance as reported in Section 2, Chart a., Row 4. Report the race of all HOPWA eligible individuals in Column [A]. Report the ethnicity of all HOPWA eligible individuals in column [B]. Report the race of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [C]. Report the ethnicity of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [D]. The summed total of columns [A] and [C] equals the total number of beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	1	0	0	0
2.	Asian	0	0	0	0
3.	Black/African American	267	1	179	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	82	8	35	2
6.	American Indian/Alaskan Native & White	2	2	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	2	0	1	0
9.	American Indian/Alaskan Native & Black/African American	2	0	0	0
10.	Other Multi-Racial	1	0	0	0
11.	Column Totals (Sum of Rows 1-10)	357	11	215	2
Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.					

*Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)

Section 3. Households**Household Area Median Income**

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

Data Check: The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	317
2.	31-50% of area median income (very low)	35
3.	51-80% of area median income (low)	5
4.	Total (Sum of Rows 1-3)	357

Part 7: Summary Overview of Grant Activities**B. Facility-Based Housing Assistance**

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

Peter & Paul Community Services, Inc.

2. Capital Development**2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)**

Note: If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:		Date started: Date Completed:
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?		
h.	Is the address of the project site confidential?		<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

Note: The number units may not equal the total number of households served.

Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.

3a. Check one only

- ☐ Permanent Supportive Housing Facility/Units
☒ Short-term Shelter or Transitional Supportive Housing Facility/Units

3b. Type of Facility

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

Name of Project Sponsor/Agency Operating the Facility/Leased Units:

Type of housing facility operated by the project sponsor/subrecipient		Total Number of <u>Units</u> in use during the Operating Year Categorized by the Number of Bedrooms per Units					
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a.	Single room occupancy dwelling						
b.	Community residence	20					
c.	Project-based rental assistance units or leased units						
d.	Other housing facility <u>Specify:</u>						

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs	43	140,941.32
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)	43	140,941.32